

MINUTES of MEETING of ARGYLL AND BUTE HSCP STRATEGIC PLANNING GROUP held BY MICROSOFT TEAMS on THURSDAY, 7 SEPTEMBER 2023

Present: Councillor Dougie Philand, Argyll and Bute Council (Chair)
Kristin Gillies, Head of Strategic Planning, Performance and Technology, Argyll and Bute HSCP (Co-Chair)
Graham Bell, NHS Highland Non-Executive Board Member and Member of IJB
Charlotte Craig, Business Improvement Manager, Argyll and Bute HSCP
James Crichton, Programme Manager (Neurodiversity, Learning Disability & Autism), Argyll and Bute HSCP
Fiona Davies, Chief Officer, Argyll and Bute HSCP
David Gibson, Chief Social Worker/Head of Children and Families and Justice, Argyll and Bute HSCP
Nicola Gillespie, Service Manager for Mental Health and Addictions
James Gow, Head of Finance, Argyll and Bute HSCP
Councillor Amanda Hampsey, Argyll and Bute Council (Chair of IJB)
Rebecca Helliwell, Associate Medical Director, Argyll and Bute HSCP
Elizabeth Higgins, Lead Nurse, NHS Highland
Julie Hodges, Scottish Care Inspectorate
Margaret Jacobsen, Chair of Dochas Centre
Michelle Mundie, Chief Executive, ACHA
Rory Munro, Health Improvement Lead (on behalf of Alison McGrory)
Alison Ryan, Service Planning Manager, Argyll and Bute HSCP
Saskia Schmitz, Health Intelligence Officer, Argyll and Bute HSCP
Jillian Torrens, Head of Adult Services – Acute and Complex Care, Argyll and Bute HSCP
Donald Watt, Senior Manager, Health and Community, Argyll and Bute HSCP

1. WELCOME, INTRODUCTIONS AND APOLOGIES

The Chair welcomed everyone to the meeting and introductions were made.

Apologies for absence were intimated on behalf of the following:

Alison McGrory, Associate Director of Public Health
Duncan Martin, Public Representative
Caroline Cherry, Head of Adult Services, Argyll and Bute HSCP
Douglas Whyte, Housing Strategy Manager, Argyll and Bute Council
Takki Sulaiman, Chief Executive, TSI
Fiona Broderick, Staffside Lead (Health), Argyll and Bute HSCP

2. MINUTES AND MATTERS ARISING

The Minute of the Strategic Planning Group held on 25 May 2023 was approved as a correct record.

There were no matters arising.

3. LOCALITY PLANNING GROUP UPDATE

Consideration was given to a report providing an update on recent meetings of the Locality Planning Groups of the Integration Joint Board.

The draft plans in respect of each Locality Planning Group were also before the Strategic Planning Group for ratification.

Decision

The Strategic Planning Group agreed to:

1. note the update from the Locality Planning Groups; and
2. ratify the actions of the submitted plans pending some narrative updates including a form of words identifying the scope of each plan.

(Reference: Report by Business Improvement Manager dated 7 September 2023, submitted)

4. JOINT STRATEGIC PLAN: YEAR ONE MONITORING: ENGAGEMENT

A paper presenting the Joint Strategic Plan Engagement Report following engagement with communities and online, covering the period April to June 2023 and providing recommendations on how the report will be utilised was considered.

Decision

The Strategic Planning Group noted the Engagement Report and agreed the following recommendations:

1. Each areas' feedback should be presented to Locality Planning Groups (LPG) and incorporated into any LPG Action Plans;
2. Service Transformation should take into account the feedback and ensure that all suggested actions are considered;
3. Projects and Operational Plans within the HSCP should take cognisance of the feedback; and
4. The feedback should influence the Commissioning Strategy, Carer's Strategy and Prevention Strategy.

(Reference: Report by Head of Strategic Planning, Performance and Technology dated 7 September 2023, submitted)

5. ENGAGEMENT FRAMEWORK REFRESH

A paper and presentation outlining the steps taken to update Argyll and Bute HSCP's Engagement Framework from 2019 was considered.

This latest iteration had been prepared in line with the Scottish Government's guidance 'Planning with People' and was the final oversight step prior to the IJB ratifying the HSCP's approach on 27 September 2023.

Decision

The Strategic Planning Group:

1. noted the new HSCP's Engagement Framework and strategic approach; and
2. agreed signoff of progress in order to present to IJB for ratification at the end of September.

(Reference: Report by Health Improvement Lead on behalf of the Associate Director of Public Health dated 7 September 2023, submitted)

6. ISLANDS STRATEGY

The Islands (Scotland) Act 2018 sets out the main objectives and strategy of the Scottish Government in relation to improving outcomes for island communities. There was a commitment in the Strategic Commissioning Strategy (2022 – 2025) that an Island Commissioning Strategy be developed in the lifetime of the plan.

A report advising on how this strategy will be developed was discussed.

Decision

The Strategic Planning Group:

1. noted and discussed the update provided; and
2. agreed that nominations for representation on the Short Term Working Group set up to develop the Strategy should be forwarded to the Business Improvement Manager.

(Reference: Report by Service Planning Manager, Strategic Planning & Performance dated 7 September 2023, submitted)

7. WOMEN'S STRATEGY - VERBAL UPDATE

A verbal update was provided on progress with implementation of the Women's Health Plan following recommendations agreed by the Strategic Planning Group at its meeting on 16 March 2023.

Decision

The Strategic Planning Group:

1. noted and discussed the update provided; and
2. agreed that nominations for representation on the Short Term Working Group set up to develop an action plan for the key priorities set out in the Women's Health Plan should be forwarded to the Business Improvement Manager

8. TRANSFORMATION PROGRAMME UPDATE

A report and presentation outlining the key areas of focus for transformation work planned for 2023/24 and setting out the detail of changes to the Leadership of the Transformation Board from Head of Finance to Head of Strategic Planning, Performance and Technology was considered.

Decision

The Strategic Planning Group:

1. noted the presentation on the status of the transformation programme;
2. noted the changes in Leadership of the transformation portfolio; and
3. agreed the detail therein.

(Reference: Report by Head of Strategic Planning, Performance and Technology dated 7 September 2023, submitted)

9. DATE OF NEXT MEETING

The Strategic Planning Group noted that their next meeting was scheduled to take place on Thursday 7 December 2023 at 2.00 pm by Microsoft Teams.